



BID TITLE: Repairs Services\Replacement Parts for Appliances Equipment

CONTRACT NO. RTQ-00256
Repairs Replacement/Parts for Appliances and Kitchen Equipment (Gas and Electric)
ROADMAP

Contract Overview:

This Request to Qualify (RTQ) established a pool of vendors to provide repairs replacement/parts for appliances and kitchen equipment (Gas and Electric) Pre-qualified Vendors will be invited to participate in future competitions.

Contract Term:

June 1, 2016 thru May 31, 2024

Procurement Contracting Officer I :

Mary Hammett
 Phone: (305) 375-5471
 Fax: (305)-375-4407
 Email: mhammet@miamidade.gov

Award History:

<u>ADD NO.</u> ↓	<u>Date issued</u> ↓	<u>Event</u> ↓	<u>AGENT</u> ↓
03	08/01/2016	Contract modification has been approved, to add Parks on this contract with a \$140K allocation.	Mary Hammett
02	6/28/16	Aladdin Temp Rite LLC has met the requirements for group 4 and has been approved to be added to the BPO.	Mary Hammett
01	6/1/16	CAHSD's acronym was corrected from CA to CO, also they requested \$80K be posted under BPO No.ABCW1600449 and \$45K posted Under BPO ABCW1600448.	Mary Hammett

Authorized Departments and Associated Allocation:

Department	Allocation
Aviation	\$20,000.00
Community Action and Human Services	\$125,000.00
Correction	\$2,000,000.00
Environment Regulatory Affairs	\$15,000.00
Vizcaya	\$25,000.00
Housing	\$100,000.00
Parks	\$140,000.00
Total:	\$2,425,000.00

PRE-QUALIFIED VENDORS

This contract established two pre-qualified pools of vendors for participation in future spot market competitions for purchase of goods and services in the following groups:

- Group 1: Commercial Electrical Appliances
- Group 2: Commercial and Residential Gas Appliances
- Group 3: Residential Electrical Appliances



BID TITLE: Repairs Services\Replacement Parts for Appliances Equipment

➤ **Group 4: Parts Only**

It shall be the sole prerogative of the County as to the number of submitters who will be included under this Request to Qualify (RTQ).

Site visits

Site Visits may apply if so defined in the request for quote.

Vendors	Group 1	Group 2	Group 3	Group 4
Advance Case Parts Inc. 223972729-01		X	X	X
Aladdin Temp Rite LLC				X
Fat Free Inc. 260386617-01				X
Heritage Food Service Group Inc.453742972-01				X
TWC Services, Inc. 0305296852-01		X	X	X
Whaley Food Service Repairs Inc. 570374644-01				X

Vendor	Contact Name	Phone Number	Fax Number	E-mail Address
Advance Case Parts Inc. 223972729-01	Marianne Stimper	954-773-9090	954-970-3359	MDEMETRIOU@ADVANCEC ASEPARTS.COM
Aladdin Temp Rite LLC 061523665-01	Elaine Barch	615-537-3600	888-812-9956	PRICINGBIDS@ALADDIN- ATR.COM
Fat Free Inc. 260386617-01	Gail Mathieson	954-696-0361 888-485-1495	954-990-6596	GAIL.MATHIESON@FATFRE EINC.COM
Heritage Food Service Group Inc.453742972-01	Tair Kovets	800-458-5593		CONTRACTSERVICES@HFSE. COM
TWC Services, Inc. 0305296852-01	Carl E PalmgrenE	800-877-2662 800-877-2662	803-996-9910	CARL.PALMGREN@WHALEY PARTS.COM
Whaley Food Service Repairs Inc. 570374644-01	OMAR FLECHES	305-887-0783	305-887-1472	OMAR.FLECHES@TWCSEVI CES.COM

Insurance Requirement for Groups 1 , 2 and 3

Insurance requirement must be specified in all quotes; the award Vendor shall provide proof of insurance at the time of award.



BID TITLE: Repairs Services\Replacement Parts for Appliances Equipment

Award Vendor Insurance Certificate:

Submit the insurance certificate with the recommended awarded vendor's quote to the Procurement Officer. The certificate will be given to Vendor Services Section for evaluation then sent to Risk management for approval.

INDEMNIFICATION AND INSURANCE

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to the Internal Services Department / Procurement Management Services, 111 NW 1st Street, Suite 1300, Miami, Florida 33128-1989, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than *\$1,000,000 combined single limit per occurrence for bodily injury and property damage.

***Under no circumstances are Contractors permitted on the Aviation Department, Aircraft Operating Airside (A.O.A) at Miami International Airport without increasing automobile coverage**



BID TITLE: Repairs Services\Replacement Parts for Appliances Equipment

to \$5 million. Only vehicles owned or leased by a company will be authorized. Vehicles owned by individuals will not be authorized. \$1 million limit applies at all other airports.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than “A-” as to management, and no less than “**Class VII**” as to financial strength by Best’s Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest “List of All Insurance Companies Authorized or Approved to Do Business in Florida” issued by the State of Florida, Department of Financial Services.

NOTE: CERTIFICATE HOLDER MUST READ:

**MIAMI-DADE COUNTY
111 NW 1ST STREET
SUITE 2340
MIAMI, FL 33128**

Applicable attachments

All applicable appendix or attachments (for example Public Housing Appendix B) shall be attached to all quotes

Applicable Ordinances

Local Preference, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each solicitation/quotes issued under this contract.

Local Preference Consideration

The evaluation of competitive solicitations/quotes are subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. A business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased;
2. A business that has a physical business address located within the limits of Miami-Dade County from which the bidder operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and
3. A business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of

**BID TITLE: Repairs Services\Replacement Parts for Appliances Equipment**

employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:

- a. The Bidder has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("Full Time Equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
- b. The Bidder contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
- c. Some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

Additionally, a Locally-Headquartered Business shall mean a Local Business as defined above which has a "principal place of business" in Miami-Dade County. "Principal place of business" means the *nerve center or the center of overall direction, control, and coordination of activities of the bidder*. If the bidder has only one business location, such business location shall be its principal place of business.

In the case of Requests for Quotes (RFQ's) which are based on price and/or hourly rate, the following shall apply:

Local Preference: If a low bidder is not a local business and a *local business* submits a bid within 10% of the non-local low bidder, the non-local low bidder and all local businesses within 10% of the non-local low bidder; shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

Locally Headquartered Businesses: If a low bidder is not a local business and a *locally headquartered business* submits a bid within 15% of the non-local low bidder, the non-local low bidder and all locally headquartered business within 15% of the non-local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

Locally Headquartered Businesses: If a low bidder is a local business and a locally headquartered business submits a bid within 5% of the local, the local low bidder and all locally headquartered business within 5% of the local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

Interlocal Agreement

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties.

Therefore, a bidder which meets the requirements of (1), (2), and (3) above for Broward County shall be considered a local business pursuant to this Section.

Small Business Contract Measures

A SBE measure applies to this solicitation /quotes as follows and as otherwise stipulated in section 2-8.1.1.1.1 of the Code of Miami-Dade County.

**BID TITLE: Repairs Services\Replacement Parts for Appliances Equipment**

A bid preference shall apply to all contracts which are to be awarded on the basis of price and are not set-aside. The preference shall be used only to evaluate a bid/quote and shall not affect the contract price.

For awards valued up to \$100,000 a ten (10) percent bid preference shall automatically apply for Micro Business Enterprises.

For awards valued over \$100,000 and up to \$1,000,000, the preference shall be ten (10) percent of the prices bid/quote for SBEs/micro Enterprises and joint ventures with at least one SBE/Micro Enterprise. The preference accorded on awards greater than \$1 million shall be 5% of the price bid for SBEs/Micro Enterprises and joint ventures with at least one SBE/Micro Enterprise.

Micro Business Enterprises and SBEs must be certified by SBD Business Affairs, a division of the Internal Services Department, for the type of goods, and/or services the enterprise provides in accordance with the applicable commodity code(s) for the solicitation/quote.

For Certification information contact SBE at 305-375-2378 or on line at: <http://www.miamidade.gov/internalservices/small-business.asp>. The enterprises must be certified by bid or quote submission deadline, at contract or quote award, and for the duration of the contract or quote to remain eligible for the preference.

Local Certified Services-Disabled Veteran's Business Enterprise Preference

This Solicitation includes a preference for Miami-Dade County Local Certified Service-Disabled Veteran Business Enterprises (VBE) in accordance with Section 2-8.5.1 of the Code of Miami-Dade County. A VBE is entitled to receive an additional five percent (5%) of the total technical evaluation points on the technical portion of such proposer's proposal. If a Miami-Dade County Certified Small Business Enterprise (SBE) measure is being applied to the solicitation or quote, a VBE which also qualifies for the SBE measure shall not receive the veteran's preference provided in this section and shall be limited to the applicable SBE preference.

USER DEPARTMENT RESPONSIBILITY

It is the responsibility of the user Department Director to ensure compliance with the above-mentioned procedures. Purchase under this contract will be subject to random review or audit by County authorities, including the Procurement Management Services Division, Audit and Management, and the Office of the Inspector General.

RECORD RETENTION

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, insurance certificate related to quote, and any other documentation supporting each purchase to ensure compliance and to establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.